



**Town of Burgaw
Board of Commissioners Meeting
Historic Train Depot, 115 South Dickerson Street, Burgaw NC
January 10, 2023 at 4:30 PM**

AGENDA

- 1. Call to Order – *Mayor Olivia Dawson***
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**
- 5. Approval of Consent Agenda**
 - A. Approval of the November 8, 2022 Regular Meeting Minutes
 - B. Approval of the November 8, 2022 Closed Session Meeting Minutes
 - C. Ordinance 2023-01 Amending the FY 2022-2023 budget to reflect changes to the pay classification plan
 - D. Resolution 2023-03 Resolution Regarding the Purchase of an Easement from the Pender County ABC Board for the construction of US Highway 117 Bypass Regional Pumpstation and Force Main project

**Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.*

SPECIAL PRESENTATIONS/REQUESTS

- 6. NC Blueberry Festival – *Jaliese Blackburn, Executive Director***

DEPARTMENTAL ITEMS

Parks, Recreation & Tourism Department – *Cody Suggs, Director*

- 7. Burgaw Area Chamber of Commerce Agreement**
- 8. Burgaw Incubator Kitchen**
- 9. Departmental Updates – *Department Heads***

ITEMS FROM ASSISTANT MANAGER – *Jim Hock, Assistant Town Manager*

- 10. Ordinance 2023-02 Amending the Town of Burgaw Code of Ordinances Chapter 10, Cemeteries**
- 11. Prohibiting the unlawful use of engine and compression brakes - Discussion**

12. Other items to be announced

ITEMS FROM MANAGER – *James Gantt, Town Manager*

13. Resolution 2023-01 Resolution to request stormwater drainage improvements along NCDOT maintained routes within the Town of Burgaw
14. FY 2023-2024 Annual Budget Calendar – Discussion
15. Update on current town projects
16. Other items to be announced

ITEMS FROM ATTORNEY – *Zachary Rivenbark, Town Attorney*

17. To be announced

ITEMS FROM MAYOR AND BOARD OF COMMISSIONERS

18. To be announced

BREAK (5:30 or thereabout)

There will be a five minute break in order to allow citizens to sign up for Public Forum and Public Hearings.

PUBLIC FORUM

19. **Public Forum** - *The Public Forum is for non-public hearing items only. Speakers must sign in, step to the podium when recognized, state your name and residence address. Remarks should be limited to three (3) minutes per speaker.*

PUBLIC HEARING

Public Hearing #1 – *Jessica Gray, Planning Department*

20. Consideration of a text amendment to the Unified Development Ordinance requested by staff, to amend Section 8.16 and Section 9.28 to require a 25-foot buffer for new cemeteries and create a bufferyard for existing cemeteries.
21. Resolution 2023-02 Adopting a statement of consistency regarding text amendments of the Town of Burgaw Unified Development Ordinance requested by town staff to amend Section 8.16 and 9.28 of the Unified Development Ordinance to require a 25-foot buffer for new cemeteries and add a cemetery bufferyard to protect existing cemeteries.
22. Ordinance 2023-03 Approving a text change amendment to the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend Section 8.16 and 9.28 of the Unified Development Ordinance to require a 25-foot buffer for new cemeteries and add a cemetery bufferyard to protect existing cemeteries.

23. **CLOSED SESSION** – if applicable

24. **ADJOURNMENT**